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**THIS IS AN ESTIMATE ONLY**    Date: 10/29/2015    Prepared By: KEITH COSTER

Customer: SANTA ROSA COUNTY LANDFILL  
 Contact: ROLAND  
 City:  
 State:  
 Phone: 850 777 0573  
 Fax/E-mail: \_

Model: BC772RB-2  
 Serial No. 101570431011.00  
 Engine No.  
 Equip.No. 1134  
 Hours  
 Est. Date of Job Completion:

Description of Service Requested:	Parts	Hours	Labor
Remove hood, Drain hydraulic oil, Remove all lines from left hydrostat pump,			
Remove Hydrostat pump assembly. Assemble in reverse order. Set hydrostat pressures	\$23,894.01		\$3,500.00
O'rings for fittings, hardware for pumps and covers	\$200.00		
Note: Customer will supply the oil			
Possible field calls, 2 -3 trips possible	\$717.00		
If there any other costs involved not known at this time. Customer will be notified before parts or labor is added.			
Thank you very much for the opportunity to provide you with this estimate, if you have any questions please don't hesitate to call me.			
Keith Coster-850 476 0277			

**Parts and Labor Prices are Effective for 30 Days**

Estimate excludes sales tax, incoming freight, and additional charges for parts/labor not included in the above mentioned. This estimate does not obligate customer or BEC in any way. Should the customer request BEC to Perform the work, and BEC agrees to do so, the work will be performed in accordance with BEC customary terms and conditions.  
 \* Reusing old hardware is not recommended due to corrosion, rust and stress factors. If old hardware is reused, BEC is not responsible for items that loosen after installation.

Parts	\$24,811.01
Labor	\$3,500.00
Misc Hardware	
Environmental	\$22.50
Per Field Call	\$0.00
<b>Total of Estimate:</b>	<b>\$28,333.51</b>



**SANTA ROSA COUNTY ENGINEERING  
ENVIRONMENTAL DEPARTMENT**  
6065 Old Bagdad Highway  
Milton, FL 32583  
[www.santarosa.fl.us](http://www.santarosa.fl.us)

Roger A. Blaylock, P.E.  
County Engineer

Ronald C. Hixson  
Environmental Manager

## Memo

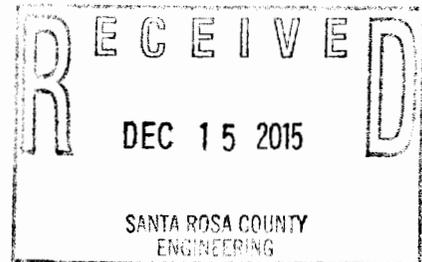
**To:** Hunter Walker, County Administrator

**From:** Ronald Hixson, Environmental Manager

**Thru:** Roger Blaylock, P.E., County Engineer

**Date:** December 15, 2015

**Re:** ADDITIONAL INMATE WORK SQUAD AT CENTRAL LANDFILL



### Situation:

Over the last several years the duties of the current three (3) man inmate work squad at Central Landfill has grown exponentially. Their duties currently include maintenance assistance on the landfill gas system which includes well raising and pump cleaning, leachate pump and aerator maintenance and cleaning, mowing and brush maintenance at Central Landfill, Closed Holley Landfill, Old Class III Landfill, and the Jay Transfer Station, seeding and haying slopes at Central landfill, installation and maintenance of erosion and sedimentation control measures such as silt fence and hay bales, and litter pickup at Central Landfill. It has been increasingly difficult for a three man work squad to complete all of these duties throughout the year.

### Finding:

The State of Florida Department of Corrections (FDOC) has submitted pricing to the SRC Environmental Department for an additional inmate work squad consisting of five (5) inmates and one (1) officer. The pricing for a 5 inmate work squad in year (1) of the agreement would be \$65,122.00 followed by a reduction in annual pricing which would be \$57,497.00 for years (2) and (3).

### Recommendation:

That the SRC BOCC approve an agreement with (FDOC) for an additional (5) inmate work squad to work at Central Landfill for no longer than one (1) year at an annual price of \$65,122.00, with a possible two (2) year extension with each additional years annual fee being \$57,497.00, as represented in the attached pricing document (Addendum A).

**Addendum A**

**Inmate Work Squad Detail of Costs for Santa Rosa Board of County Commissioners  
Interagency Contract Number WSXXX Effective XXXXXX XX, 2016**

**\*\*\*ENTER MULTIPLIERS IN SHADED BOXES ONLY IF TO BE INVOICED TO AGENCY\*\*\***

**I. CORRECTIONAL WORK SQUAD OFFICER SALARIES AND POSITION RELATED-EXPENSES  
TO BE REIMBURSED BY THE AGENCY:**

			Per Officer Annual Cost		First year Annual Cost		Follow-on Annual Cost
Officers Salary	# Officer: Multiplier	1	\$ 54,194.00	**	\$ 54,194.00		\$ 54,194.00
Salary Incentive Payment			\$ 1,128.00		\$ 1,128.00		\$ 1,128.00
Repair and Maintenance			\$ 121.00		\$ 121.00		\$ 121.00
State Personnel Assessment			\$ 354.00		\$ 354.00		\$ 354.00
Training/Criminal Justice Standards			\$ 200.00		\$ 200.00		\$ 200.00
Uniform Purchase			\$ 400.00		\$ 400.00		\$ 400.00
Uniform Maintenance			\$ 350.00		\$ 350.00		\$ 350.00
Training/Criminal Justice Standards *			\$ 2,225.00		\$ 2,225.00		
<b>TOTAL - To Be Billed By Contract To Agency</b>			<b>\$ 58,972.00</b>		<b>\$ 58,972.00</b>		<b>\$ 56,747.00</b>

\*Cost limited to first year of contract as this is not a recurring personnel/position cost.

\*\* Annual cost does not include overtime pay.

IA. **The Overtime Hourly Rate of Compensation for this Contract is \$31.85, if applicable.** (The Overtime Hourly Rate of Compensation shall include the average hourly rate of pay for a Correctional Officer and the average benefit package provided by the department, represented as time and one half for purposes of this Contract.)

**II. ADMINISTRATIVE COSTS TO BE REIMBURSED BY THE AGENCY:**

Costs include but may not be limited to the following:  
Rain coats, staff high visibility safety vest, inmate high visibility safety vest, fire extinguisher, first aid kit, personal protection kit, flex cuffs, warning signs, handcuffs, Igloo coolers, portable toilets, insect repellants, masks, vaccinations, and other administrative expenses.

Number Squads	Total Annual Cost
1	\$ 750.00
<b>TOTAL - To Be Billed By Contract To Agency Annually</b>	
	\$ 750.00

**III. ADDITIONAL AGENCY EXPENSES:**

Tools, equipment, materials and supplies not listed in Section II above are to be provided by the Agency.

CELLULAR PHONE WITH SERVICE REQUIRED: YES  NO   
ENCLOSED TRAILER REQUIRED: YES  NO

**Addendum A**

**Inmate Work Squad Detail of Costs for Santa Rosa Board of County Commissioners  
Interagency Contract Number WSXXX Effective XXXXXX XX, 2016**

**IV. OPERATING CAPITAL TO BE ADVANCED BY AGENCY:**

Hand Held Radio      MACOM \$4969.00  
 Vehicle Mounted Radio      MACOM \$5400.00

	Per Unit Cost	Number of Units
<input type="checkbox"/>		
<input checked="" type="checkbox"/>	\$ 5,400.00	1

**TOTAL Operating Capital To Be Advanced By Agency**

Total Cost
\$ -
\$ 5,400.00
<u>\$ 5,400.00</u>

Bill To Agency	Provided By Agency
<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>

**V. TOTAL COSTS TO BE ADVANCED BY AGENCY:**

- Operating Capital - from Section IV.
- Grand Total - To Be Advanced By Agency At Contract Signing:**

Total Cost
\$5,400.00
<u>\$5,400.00</u>

**VI. TOTAL COSTS TO BE BILLED TO AGENCY BY CONTRACT:**

- Correctional Officer Salaries and Position-Related Expenses - from Section I.
- Other Related Expenses and Security Supplies - from Section II.
- Annual Grand Total - To Be Billed To Agency By Contract:**

Total Cost
\$58,972.00
\$750.00
<u>\$59,722.00</u>

**VII. TOTAL OF ALL COSTS ASSOCIATED WITH CONTRACT:**

(Total of Sections V. and VI.)

YEAR 1  
 YEAR 2  
 YEAR 3  
**3 Year TOTAL**

TOTAL
\$57,497.00
\$57,497.00
<u>\$180,116.00</u>

**VIII. OVERTIME COSTS:**

If the contracting Agency requests overtime for the work squad which is approved by the Department, the contracting Agency agrees to pay such costs and will be billed separately by the Department for the cost of overtime.

**Addendum A - INSTRUCTIONS**  
**Inmate Work Squad Detail of Costs for Santa Rosa Board of County Commissioners**  
**Interagency Contract Number WSXXX Effective XXXXXX XX, 2016**

- Section I.** Costs in this section are determined each fiscal year by the Budget and Management Evaluation Bureau and are fixed. By entering the number of Officers required for this contract, the spreadsheet will automatically calculate the "Total Annual Cost" column. If this Work Squad is beyond the first year of existence, enter a zero (0) in the "Total Annual Cost" column for "Training/Criminal Justice Standards" **after** you have entered the "# Officers Multiplier".
- Section II.** Safety and environmental health procedures require safety measures such as the use of safety signs, vests, and clothing. The Department's procedure for Outside Work Squads requires that all Work Squad Officers be responsible for ensuring their squad is equipped with a first aid kit and a personal protection equipment (PPE) kit. Section II identifies such required equipment. A new squad must be sufficiently equipped and an on-going squad must be re-supplied when needed. Type in the number of squads used for this contract and the spreadsheet will automatically calculate the fixed annual expense of \$750.00 per squad and place the total in Section VI.
- Section III.** Check "Yes" or "No" to indicate whether a Cellular Phone with Service and/or an Enclosed Trailer is required by the Contract Manager.
- Section IV.** The Department's procedure for Outside Work Squads requires that they have at least one (1) primary means of direct communication with the Institution's Control Room. Communication via radio and/or cellular phone is appropriate. It is preferred that a backup, secondary means of communication also be available. It is the Agency's responsibility to provide them. If the Department purchases a radio(s), the Agency must fund the purchase at the time the Contract is signed. Check the box for the type of radio and fill in the Per Unit Cost for the type of radio, Number of Units, and Total Cost columns. Leave the Total Cost column blank if a radio(s) is not being purchased at this time. Check applicable boxes ("Bill to Agency", "Provided by Agency" and "Already Exists") for each radio.  
**NOTE:** All radio communication equipment owned or purchased by the Agency that is programmed to the Department's radio frequency and used by the work squad(s), whether purchased by the Department or the Agency, shall be IMMEDIATELY deprogrammed by the Department at no cost to the Agency upon the end or termination of this Contract.
- Section V.** The total funds the Agency must provide at the time the contract is signed will be displayed here when the form is properly filled out.
- Section VI.** The total funds the Agency will owe contractually, and pay in equal quarterly payments, will be displayed here.
- Section VII.** The total funds associated with the Contract, to be paid by the Agency as indicated in Sections V. and VI., will be displayed here.
- Section VIII.** Any agreement in this area will be billed separately as charges are incurred.